

# GED Transcript Request Form

Dedicated FAX number for this form: **801-538-7868**

UTAH STATE OFFICE OF EDUCATION  
ATTN: Aleta - GED TESTING  
250 EAST 500 SOUTH  
P.O. BOX 144200  
SALT LAKE CITY UT 84114-4200

 Please use BLACK INK PEN (NOT pencil)

## EXAMINEE'S NAME:

Print full name at time of testing

Please print full, **CURRENT** name below

Social Security Number (Complete, not partial) \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Date of Birth (Complete) \_\_\_\_/\_\_\_\_/\_\_\_\_  
mm dd yyyy

Current Address:

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Phone # 's \_\_\_\_\_

Date of Testing: \_\_\_\_/\_\_\_\_/\_\_\_\_  
mm dd yyyy

**Place of Testing:** (Testing site name or at least the city)

## Ordering Information

**Please allow 7-10 days for processing.** (There is no charge for this service.)

- ☐ Examinee request. An official copy of the GED Test scores are to be mailed to the address listed above. (Transcript, Certificate (if earned), as well as electronic transcript will be issued.)
- ☐ I would like to have my transcript sent to jurisdictional agency responsible for administering the GED Program in: (Name and full address and/or FAX #) \_\_\_\_\_

- ☐ I am a resident/inmate in a correctional facility. Please send my GED results to the Education Department at this facility.

Director \_\_\_\_\_ in this prison.  
NAME

**Please sign on the signature line below.** Transcripts will not be issued without a signature.

I hereby authorize the Utah State Office of Education to release my records to me (address above) and/or to the address(es) listed below.

**Signature of Examinee:** \_\_\_\_\_  
**Please print other address(es) to which transcript(s) is/are to be mailed: (Transcript may be faxed. Please provide recipient name, phone number and FAX #.)**

(1) \_\_\_\_\_ (2) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**PLEASE INCLUDE A PHOTOCOPY (copied on "photo setting") OF A GOVERNMENT-ISSUED PHOTO I.D. ENLARGED TO 3 x 4 INCHES with this application showing signature and date of birth.**